



## **A G E N D A**

### **LANE REGIONAL AIR PROTECTION AGENCY MONTHLY BOARD OF DIRECTORS MEETING**

**THURSDAY SEPTEMBER 11, 2025**

**12:15 P.M.**

#### **Virtual Participation**

Microsoft Teams

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Meeting ID: 240 733 233 033 8

Passcode: Us9rS9ft

#### **In-Person Participation**

LRAPA

1010 Main Street

Springfield, Oregon 97477

***[Note: Start times for agenda items are approximate]***

#### **CALL TO ORDER:**

- 1. Call to Order/Roll Call (12:15 p.m.)**
- 2. Adjustments to Agenda (12:15 p.m.)**
- 3. Public Participation (time limited to three minutes per speaker) (12:20 p.m.)**

**A. Comments on an Item on Today's Agenda**

**B. Comments on a Topic Not Included on Today's Agenda**

*(Note: This is an opportunity for the public to bring up unscheduled items. The Board may not act at this time but, if it is deemed necessary, place such items on future agendas. Issues brought up under this agenda item are to be limited to three minutes speaking time by the person raising the issue. If additional time is necessary, the item may be placed on a future agenda.)*

- 4. Comments from Board Members** *(Note: This is an opportunity for Board Members to bring up unscheduled items regarding today's public comments, and/or written/electronic comments they have received. The board may not act at this time but if it deems necessary place such items on future agendas.)*

- 5. Approval of Meeting Minutes (12:25 p.m.)**

*Action*

- A. Heather Gravelle
- B. July 10, 2025 Meeting Minutes
- C. Board Discussion

- 6. Citizens Advisory Committee (12:30 p.m.)**

*Information*

- A. Kelly Wood
- B. Report
- C. Discussion

- 7. Approval of Financial Reports (12:40 p.m.)** *Action*
- A. Christina Ward
  - B. June & July 2025 Financial Reports
  - C. Board Discussion
- 8. Federal Grant Status Update (12:50 p.m.)** *Information*
- A. Travis Knudsen & Christina Ward
  - B. Report
  - C. Board Discussion
- 9. FY 27 Local Partner Dues Calculation Review (1:00 p.m.)** *Action*
- A. Travis Knudsen & Christina Ward
  - B. Report
  - C. Board Discussion
- 10. Resolution 25-04 Board Designated LGIP Account (1:20 p.m.)** *Action*
- A. Travis Knudsen
  - B. Report
  - C. Resolution 25-04
  - D. Board Discussion
- 11. Permitting & Federal Standards Rulemaking (1:30 p.m.)** *Information*
- A. Travis Knudsen & Max Hueftle
  - B. Report
  - C. Board Discussion
- 12. Directors Report (1:50 p.m.)** *Information*
- A. Travis Knudsen
  - B. Report
  - C. Board Discussion
- 13. Adjournment (2:00 p.m.)**

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**BOARD OF DIRECTORS  
MEETING MINUTES  
JULY 10, 2025  
MEETING VIA TEAMS / LRAPA OFFICE, SPRINGFIELD OREGON**

<b>ATTENDANCE</b>	
<b>BOARD PRESENT:</b>	<b>STAFF PRESENT:</b>
Howard Saxion, Chair	Travis Knudsen, Executive Director
David Loveall, Vice-Chair	Lance Giles, Technical Services Manager
Bryan Cutchen	Max Hueftle, Operations Manager
Jared Hensley	Rachelle Nicholas, Administrative Manager
Matt Keating	Matt Sorensen, Public Affairs and Project Manager
Michael Johnston	Colleen Wagstaff, Enforcement Manager
Dylan Plummer	Christina Ward, Finance Manager
Alan Stout	Heather Gravelle, Environmental Coordinator
	Marcia Miller, Permit Writer
	Jaime McEvoy, Environmental Coordinator
	Mandy Ramirez, Field Inspector / Compliance Officer
	Robbye Robinson, Finance Specialist
<b>BOARD ABSENT/EXCUSED:</b>	<b>OTHERS PRESENT:</b>
Jim Settlemeyer	Evelina Davidova-Kamis, Vice-Chair, Citizens Advisory Committee (CAC)
	Jim Daniels, CAC Member
	John Quetzalcoatl Murray, KPEW
<b>AGENDA</b>	<b>ACTION</b>
<b>REGULAR MEETING</b>	
1. Call to Order.	<b>Chair Howard Saxion</b> called the regular meeting to order at 12:15 p.m.
2. Adjustments to the Agenda.	None.
3. Public Participation.	
A. Comments on an Item on Today's Agenda.	None.
B. Comments on a Topic Not Included on Today's Agenda.	None.
4. Comments from Board Members.	<b>Chair Saxion</b> praised staff on the 2024 annual report and described it as excellent, well-designed, and comprehensive.

	<p><b>Director Keating</b> agreed and shared his appreciation for the agency building renovations and improvements and was pleased to be attending in person.</p>
5. Approval of Meeting Minutes.	<p><b>MOTION: Director Loveall moved, and Director Hensley seconded to approve the June 12, 2025 Meeting Minutes. The motion passed unanimously.</b></p>
6. Citizens Advisory Committee.	<p><b>Evelina Davidova-Kamis</b>, Vice-Chair of the Citizens Advisory Committee (CAC), provided the Board with an overview of the June 24, 2025 CAC meeting.</p>
7. Approval of Financial Report/Resolution 25-03 Corrective Action Plan FY 24-25.	<p><b>Christina Ward</b>, Finance Manager, presented the Board with the May 2025 financial report.</p> <p><b>MOTION: Director Loveall moved, and Director Cutchen seconded to approve the May 2025 Financial Report. The motion passed unanimously.</b></p> <p>Next, <b>Ms. Ward</b> referred to Resolution 25-03 and explained that it would adopt a corrective action plan to develop a Standard Operating Procedure (SOP) for financial database conversions that include verification of both trial balance amounts and subsidiary ledgers. She noted that she would draft the SOP for Executive Director approval by August 1, 2025.</p> <p><b>MOTION: Director Cutchen moved, and Director Keating seconded to approve Resolution 25-03 Corrective Action Plan FY 24-25.</b></p> <p><b>Director Stout</b> suggested establishing a periodic review cycle for the SOP, recommending it be evaluated every ten years.</p> <p><b>The motion passed unanimously.</b></p>
8. Federal Grant Status Update.	<p><b>Travis Knudsen</b>, Executive Director, and <b>Ms. Ward</b> provided the Board with a federal grant status update. The EJ Government-to-Government Grant was terminated by EPA despite having active terms, with the final report due July 20th. They are working to close out this grant to avoid jeopardizing the remaining \$2.7 million in targeted airshed grants.</p> <p>Additionally, a budget extension request has been submitted for the TAG 2 program. They also noted significant EPA staffing challenges, with the office reduced from 400 people to under 20 people.</p>

9. Legislative Update.	<p><b>Mr. Knudsen</b> provided a legislative update and reported on key bills that passed:</p> <ul style="list-style-type: none"> <li>• SB 5520 (DEQ Budget): Passed with fee increases</li> <li>• GHG reporting fees for Title V facilities increased from 15% to 20%</li> <li>• ACDP GHG reporting fee increases from 7% to 20% with new \$500 minimum fee</li> <li>• Revenue increase projection for LRAPA from all GHG reporting fee increases: from \$71,000 to \$214,200 annually</li> <li>• SB 762: Landfill drone technology requirements (Benton County only, but Lane County landfill voluntarily applying)</li> <li>• HB 3729: Crematory temperature requirements reduced from 1800°F to 1600°F</li> <li>• HB 2332: Simplified air curtain incinerator permitting for wood waste</li> </ul>
10. Rulemaking Review.	<p><b>Mr. Knudsen</b> shared upcoming rulemaking activities. The agency will be working on Title 15 to address enforcement procedures and civil penalties, aligning these with DEQ standards. They will also update Title 43 regarding asbestos requirements to improve clarity and readability.</p> <p>He explained the timeline for these efforts is aggressive but achievable, with drafts expected to be complete by the end of September. The public process will begin next spring, followed by final adoption next summer, representing a 12-month timeline overall.</p>
11. Vehicle Inspection Programs in Oregon.	<p><b>Lance Giles</b>, Technical Services Manager and <b>Mr. Knudsen</b> provided a presentation regarding Vehicle Inspection Programs (VIP) in Oregon.</p> <p><b>Program Overview:</b> Oregon's vehicle emissions testing program operates in Portland and Medford-Ashland metro areas, requiring biennial testing for registration renewal under federal Clean Air Act requirements.</p> <p><b>Federal Mandate:</b> Areas not meeting National Ambient Air Quality Standards for carbon monoxide (CO) or ozone (O3) must implement Vehicle Inspection Programs as part of State Implementation Plans.</p>

	<p><b>Lane County History:</b> Eugene-Springfield was designated a CO nonattainment area in 1978 but achieved redesignation in 1994 through traffic improvements and federal vehicle standards.</p> <p><b>Current Status:</b> Portland and Medford maintain VIP requirements to preserve air quality status; Eugene-Springfield did not require vehicle inspections under its approved maintenance plan.</p> <p><b>Program Effectiveness:</b> Portland's VIP achieved a 25% reduction in CO emissions during its first 12 years of operation.</p> <p><b>LRAPA Priorities:</b> Current agency focus has shifted to smoke management, industrial permitting, air monitoring, and public outreach activities. Discussion followed.</p>
12. PERS UAL Discussion.	<p><b>Mr. Knudsen</b> and <b>Ms. Ward</b> presented a report on PERS Unfunded Actuarial Liability (UAL) reserve considerations in response to Budget Committee concerns. He explained that while Governmental Accounting Standards Board (GASB) requires agencies to report their PERS unfunded liability share on financial statements, it does not require budgeting for the entire UAL amount. Peer agency research showed that most treat PERS as a standard payroll expense without separate UAL reserves.</p> <p>Staff explained there were options for Board consideration: maintain the current \$10,000 contingency, implement a graduated 5-year funding approach, or fully fund the \$374,655 UAL amount. In addition, staff recommended forming a Budget Subcommittee to examine reserve strategies and report back to the Board in September 2025.</p> <p>After discussion, the Board consensus was to create a separate Local Government Investment Pool (LGIP) account for "Board Designated Funds" reserved for future PERS UAL funding through a Board resolution; transfer \$374,655 (the entire current UAL amount) into this account in FY26 and establish a formal policy with a committed fund balance.</p>
13. Executive Director's Performance Evaluation Process.	<p><b>Mr. Knudsen</b> noted a timing discrepancy between the Executive Director's annual performance review schedule (November) and the current contract expiration (May 2026). Staff recommended conducting the November 2025 review as scheduled and aligning future contracts with the November review cycle.</p>

	<p><b>Director Cutchen</b> noted that the City of Oakridge times employee evaluations in the fall and contract renewals with the fiscal year, allowing adequate time for the evaluation process and enabling the Budget Committee to factor positive evaluations into budget planning.</p> <p>After deliberation, the Board reached consensus to continue with the current evaluation and contract renewal schedule.</p>
14. Director's Report.	<p><b>Mr. Knudsen</b> provided a detailed review of the June 2025 Directors Report. Highlights include air quality and operations; key achievements; community engagement; program performance and July priorities.</p>
15. Adjournment of LRAPA Board Meeting.	<p><b>Chair Saxion</b> adjourned the LRAPA Board meeting at 2:00 p.m.</p>

*(Minutes recorded by Heather Gravelle)*





**CITIZENS ADVISORY COMMITTEE  
MEETING MINUTES  
JUNE 24, 2025  
MEETING VIA TEAMS / LRAPA OFFICE, SPRINGFIELD OREGON**

<b>ATTENDANCE</b>	
<b>COMMITTEE PRESENT:</b>	<b>LRAPA STAFF PRESENT:</b>
Kelly Wood, Chair	Travis Knudsen, Executive Director
Evelina Davidova-Kamis, Vice-Chair	Max Hueftle, Operations Manager
Chris Cline	Rachelle Nicholas, Administrative Manager
Jim Daniels	Matt Sorensen, Public Affairs & Project Manager
Peter Dragovich	Heather Gravelle, Environmental Coordinator
Michael Koivula	
Ben Larson	
Paul Metzler	
<b>COMMITTEE ABSENT/EXCUSED:</b>	<b>OTHERS PRESENT:</b>
None	None

<b>AGENDA</b>	<b>ACTION</b>
<b>REGULAR MEETING</b>	
1. Call to Order/Agenda Review.	<b>Chair Kelly Wood</b> convened the regular meeting at noon.
2. Public Participation.	None.
3. Approval of May 24, 2025.	<b>MOTION: Peter Dragovich moved, and Jim Daniels seconded to approve the April 24, 2025 Meeting Minutes. The motion passed unanimously.</b>
4. Board Meeting Overview.	<b>Travis Knudsen</b> , Executive Director, provided the Committee with updates from the June 12, 2025 LRAPA Board meeting. <b>Mr. Knudsen</b> also informed the Committee that Teresa Roark from Lane County Public Health will no longer be able to serve on the CAC, as her position was eliminated following the termination of the federal Community Change Grant. Lane County Public

	Health will identify a replacement representative to serve on the Committee.
5. The Permit Lifecycle.	<p><b>Max Hueftle</b>, Operations Manager, and <b>Mr. Knudsen</b> provided the Board with a presentation regarding LRAPA's air permitting process. Highlights included:</p> <ul style="list-style-type: none"> <li>• Air Contaminant Discharge Permits (ACDPs) serve as LRAPA's primary regulatory tool to protect public health and ensure compliance with air quality standards.</li> <li>• Five permit types range from Basic ACDP (lowest complexity, 34 sources) to Title V Operating Permits (highest complexity, 14 sources).</li> <li>• Permit terms vary: 10-year permits for Basic, General, and Simple ACDPs; 5-year permits for Standard ACDPs and Title Vs.</li> <li>• Cleaner Air Oregon (CAO) program now applies to all new Simple and Standard ACDPs to assess and reduce health risks from toxic air emissions.</li> <li>• Permitting process includes multiple review stages, public comment periods, and case-by-case public hearings.</li> <li>• LRAPA provides compliance oversight through inspections, reporting monitoring, technical assistance, and enforcement actions.</li> </ul> <p>Discussion followed.</p>
6. Upcoming CAC Topics.	<p>Upcoming CAC topics include:</p> <ul style="list-style-type: none"> <li>• Supplemental Environmental Projects</li> <li>• Property Lien Report</li> <li>• Smoke School</li> <li>• Public Outreach</li> </ul> <p>After discussion, it was determined that staff would compile a digital packet for CAC members including bylaws, member directory and reference materials.</p>
7. Roundtable.	<p><b>Michael Koivula</b> restated his request for a future discussion on private property liens, including how often they were settled and whether interest rates were applied.</p>

	<p><b>Chris Cline</b> noted that they are currently in fire season and expressed appreciation for LRAPA's announcements regarding the suspension of backyard burning. He voiced concern that fire seasons were becoming more pronounced and longer duration than in previous years.</p> <p><b>Mr. Cline</b> suggested considering a change to the outdoor burning season dates noting that they rarely reach the current June 15th deadline.</p> <p><b>Matt Sorensen</b> shared that the annual report had been completed and would be distributed digitally to all members.</p> <p><b>Mr. Sorensen</b> then reported two major incidents: a 50-acre grass fire in Junction City on June 18th that generated massive smoke and 22 complaints to LRAPA (which has no regulatory authority over agricultural burns), and over 20 odor complaints regarding International Paper's settling basin dredging operations.</p>
8. Adjournment.	<p><b>Chair Wood</b> adjourned the Committee meeting at 1:00 p.m.</p>

*(Minutes recorded by Heather Gravelle)*



	FY 23-24 YTD Actuals as of June 2024	FY 24-25 YTD Actuals as of June 2025	FY 24-25 Adopted Budget	FY 24-25 Budget Variance	FY 24-25 % of year elapsed (target %)
<b>General Fund</b>					
<b>Revenues</b>					
Federal & State Revenues	1,115,973	1,201,373	1,182,000	19,373	
Local Dues	199,048	203,500	203,500	0	
Permit Fees	1,251,655	1,440,090	1,336,592	103,498	
Other Revenues	95,670	181,582	54,900	126,682	
Transfers from Title V, Grant Fund, and AirMetrics	1,129,534	96,235	38,700	57,535	
<b>Total Revenue Received</b>	<b>3,791,880</b>	<b>3,122,780</b>	<b>2,815,692</b>	<b>307,088</b>	
<b>Expenditures ^</b>					
Personnel Services	1,756,791	1,782,727	1,967,600	91%	100%
Materials & Services	739,319	1,030,365	1,082,550	95%	100%
Capital Outlay	349,315	1,416,922	1,550,000	91%	100%
Contingency	0	0	30,000	0%	100%
<b>Total Expenditures</b>	<b>2,845,426</b>	<b>4,230,014</b>	<b>4,630,150</b>	<b>91%</b>	<b>100%</b>
<b>General Fund Net</b>	<b>946,454</b>	<b>(1,107,234)</b>	<b>(1,814,458)</b>		
<b>Special Revenue (Title V)</b>					
<b>Revenues</b>					
Permit Fees - Title V	644,492	805,369	775,300	30,070	
Miscellaneous Revenue	135	0	0	0	
<b>Total Revenue Received</b>	<b>644,627</b>	<b>805,369</b>	<b>775,300</b>	<b>30,070</b>	
<b>Expenditures ^</b>					
Personnel Services	444,201	464,087	542,900	85%	100%
Materials & Services	14,677	12,170	12,200	100%	100%
Transfers to Gen Fund	84,458	83,233	38,700	215%	100%
Contingency	0	0	10,000	0%	100%
<b>Total Expenditures</b>	<b>543,336</b>	<b>559,490</b>	<b>603,800</b>	<b>93%</b>	<b>100%</b>
<b>Special Revenue Net</b>	<b>101,291</b>	<b>245,879</b>	<b>171,500</b>		
<b>Grant Fund</b>					
<b>Revenues</b>					
EPA TAG 1&2, and EJG2G	1,007,489	1,390,198	3,013,700	(1,623,500)	
<b>Total Revenue Received</b>	<b>1,007,489</b>	<b>1,390,198</b>	<b>3,013,700</b>	<b>(1,623,500)</b>	
<b>Expenditures ^</b>					
Personnel Services - All Grants	76,390	86,791	127,100	68%	100%
Materials & Services - All Grants	905,436	1,266,765	2,811,600	45%	100%
Capital Outlay - All Grants	20,054	24,946	0	>100%	100%
Transfers to Gen Fund - All Grants	0	13,003	0	>100%	100%
Contingency - All Grants	0	0	75,000	0%	100%
<b>Total Expenditures</b>	<b>1,001,880</b>	<b>1,391,505</b>	<b>3,013,700</b>	<b>46%</b>	<b>100%</b>
<b>Grant Fund Net</b>	<b>5,610</b>	<b>(1,307)</b>	<b>(0)</b>		
<b>Total Expenditures - ALL FUNDS Consolidated</b>	<b>4,390,641</b>	<b>6,181,008</b>	<b>8,247,650</b>	<b>75%</b>	<b>100%</b>
<b>ALL FUNDS Net</b>	<b>1,053,355</b>	<b>(862,661)</b>	<b>(1,642,958)</b>		

\* % Spent is YTD Actuals divided by total FY Budget.: Red: 101% & above / Green: up to 100%

\*\*Column with % of Year Elapsed is Budget Variance % divided by time elapsed %: Red: 101% & above / Green: up to 100%

**Footnotes:**

1. The General Fund Capital Outlay expenses related to the Building Remodel Project totaled \$1,289,990.40, coming in at \$9.60 below budget.
2. In FY25 we underbudgeted for the transfer from the Title V Fund to the General Fund. However, the overall expenses for the Title V Fund are below budget.
3. In FY25 we did not budget for these line items, therefore the spending is over 100% due to this error. However, the overall Grant Fund total expenditures are only 46% of the budgeted amount.
4. Total Expenditures for All Funds Consolidated totaled \$6,181,008, which is 75% of the budgeted amount.
5. The All Funds Net line on this financial report represents the "Revenue - Expenses" amount. At the end of each fiscal year, if this amount is a positive amount, our reserves balance will be increased by this amount. If this amount is negative, we have dipped into our reserves for the year. FY25 All Funds Net equals (\$862,661), meaning we used reserves during this fiscal year.



Prepared on 9/3/2025

Footnotes

	FY 24-25 YTD Actuals as of July 2024	FY 25-26 YTD Actuals as of July 2025	FY 25-26 Adopted Budget	FY 25-26 Budget Variance	FY 25-26 % of year elapsed (target %)
<b>General Fund</b>					
<b>Revenues</b>					
Federal & State Revenues	10,677	2,825	1,163,514	(1,160,689)	
Local Dues	7,600	211,807	211,807	0	
Permit Fees	218,243	297,584	1,399,447	(1,101,863)	
Other Revenues	10,940	0	106,500	(106,500)	
Transfers from Title V, Grant Fund, and AirMetrics	0	0	140,000	(140,000)	
<b>Total Revenue Received</b>	<b>247,461</b>	<b>512,216</b>	<b>3,021,268</b>	<b>(2,509,052)</b>	
<b>Expenditures ^</b>					
Personnel Services	191,512	259,291	2,073,925	13%	8% <sup>1</sup>
Materials & Services	55,492	40,717	1,048,891	4%	8%
Capital Outlay	0	0	280,000	0%	8%
Contingency	0	0	100,000	0%	8%
<b>Total Expenditures</b>	<b>247,004</b>	<b>300,007</b>	<b>3,502,816</b>	<b>9%</b>	<b>8% <sup>1</sup></b>
<b>General Fund Net</b>	<b>457</b>	<b>212,208</b>	<b>(481,548)</b>		
<b>Special Revenue (Title V)</b>					
<b>Revenues</b>					
Permit Fees - Title V	789,557	859,911	859,911	0	
<b>Total Revenue Received</b>	<b>789,557</b>	<b>859,911</b>	<b>859,911</b>	<b>0</b>	
<b>Expenditures ^</b>					
Personnel Services	46,696	60,123	523,525	11%	8% <sup>2</sup>
Materials & Services	0	0	16,942	0%	8%
Transfers to Gen Fund	0	0	115,000	0%	8%
Contingency	0	0	22,000	0%	8%
<b>Total Expenditures</b>	<b>46,696</b>	<b>60,123</b>	<b>677,467</b>	<b>9%</b>	<b>8% <sup>2</sup></b>
<b>Special Revenue Net</b>	<b>742,862</b>	<b>799,788</b>	<b>182,444</b>		
<b>Grant Fund</b>					
<b>Revenues</b>					
EPA TAG 1&2, and EJG2G	0	10,882	2,784,449	(2,773,600)	
<b>Total Revenue Received</b>	<b>0</b>	<b>10,882</b>	<b>2,784,449</b>	<b>(2,773,600)</b>	
<b>Expenditures ^</b>					
Personnel Services - All Grants	11,826	11,681	136,948	9%	8% <sup>3</sup>
Materials & Services - All Grants	46,182	30,622	2,642,244	1%	8%
Capital Outlay - All Grants	24,946	0	0	0%	8%
Transfers to Gen Fund - All Grants	0	0	25,000	0%	8%
<b>Total Expenditures</b>	<b>82,954</b>	<b>42,303</b>	<b>2,804,192</b>	<b>2%</b>	<b>8%</b>
<b>Grant Fund Net</b>	<b>(82,954)</b>	<b>(31,421)</b>	<b>(19,743)</b>		
<b>Total Expenditures - ALL FUNDS Consolidated</b>	<b>376,654</b>	<b>402,433</b>	<b>6,984,475</b>	<b>6%</b>	<b>8%</b>
<b>ALL FUNDS Net</b>	<b>660,364</b>	<b>980,576</b>	<b>(318,847)</b>		

\* % Spent is YTD Actuals divided by total FY Budget.: **Red: 91% & above** / **Yellow: 81%-90%** / **Green: up to 80%**

\*\*Column with % of Year Elapsed is Budget Variance % divided by time elapsed %: **Red: 91% & above** / **Yellow: 81%-90%** / **Green: up to 80%**

**Footnotes:**

1. The General Fund Personnel Services line item is elevated in July 2025 due to 2 employees completing a vacation buyout of 40 hours each. This has resulted in the total GF Expenditures being slightly over target for the month.

2. The Special Revenue Fund Personnel Services line item is elevated in July 2025 due to 2 employees completing a vacation buyout of 40 hours each. This has resulted in the total Special Revenue Fund Expenditures being slightly over target for the month.

3. The Grant Fund Personnel Services line item is elevated in July 2025 due to 2 employees completing a vacation buyout of 40 hours each. However, the Grant Fund Total Expenditures remain below target for the month.



## LANE REGIONAL AIR PROTECTION AGENCY MEMORANDUM

**To:** Howard Saxion, Chair and LRAPA Board Members

**From:** Travis Knudsen, Executive Director

**Date:** September 11, 2025

**Subject:** Monthly Status Update - Federal Grant Programs – as of 8/31/2025

### STAFF REPORT

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#### ISSUE STATEMENT

This staff report provides the ongoing status update on LRAPA's federal grant programs as directed by the Board. The report includes financial information and progress updates for the Environmental Justice Government-to-Government (EJG2G) grant and Targeted Airshed Grants (TAG) supporting work in the Oakridge-Westfir area.

#### BACKGROUND INFORMATION

Following the Board's direction, LRAPA continues to administer federal grant programs provided that: (1) LRAPA maintains an active Terms and Conditions agreement for each grant, and (2) no more than 25% of any grant total is tied up in contractor payments or awaiting federal drawdowns.

#### FINANCIAL STATUS as of 8/31/2025

- **Targeted Airshed Grant 1.0** (November 2019 – November 2025)
  - Total grant amount: \$4,938,190
  - Spent to date: \$4,224,626.35
  - Remaining grant balance: \$713,563.65
  - Awaiting federal reimbursement (as of 9/3/25): \$36,307.23
  - Percentage of grant awaiting reimbursement: 0.7%
- **Targeted Airshed Grant TAG 2.0** (January 2022 – August 2026)
  - Total grant amount: \$2,739,425
  - Spent to date: \$405,131.19
  - Remaining grant balance: \$2,334,293.81
  - Awaiting federal reimbursement (as of 9/3/25): \$6,252.27
  - Percentage of grant awaiting reimbursement: 0.2%
- **EJG2G Grant – Terminated on 3/21/2025** (July 2024 – ~~June 2027~~ March 21, 2025)
  - Total grant amount: \$997,622
  - Spent to date: \$46,976.47
  - Remaining grant balance: \$0
  - Awaiting federal reimbursement (as of 9/3/25): \$0
  - Percentage of grant awaiting reimbursement: 0%
  - **IMPORTANT UPDATE** (March 21, 2025): The EJG2G grant has been officially terminated by the EPA. The final closeout documentation has been received by the EPA and the final grant reimbursement amounts have been received by LRAPA as of 8/28/25.

#### STAFF RECOMMENDATION

This is an informational item, and no formal motion is required. Staff recommend that the Board review this monthly progress update and note the termination status of the EJG2G grant.



**LANE REGIONAL AIR PROTECTION AGENCY  
MEMORANDUM**

**To:** Chair Howard Saxion, and LRAPA Board of Directors

**From:** Travis Knudsen, Executive Director

**Date:** September 11, 2025

**Subject:** FY27 Partner Dues Calculation & Approval

**STAFF REPORT**

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**ISSUE STATEMENT**

LRAPA needs to establish the Partner Dues for FY '27, well in advance of the budget adoption process, to give adequate time to communicate with each partner for future budget planning purposes.

**BACKGROUND INFORMATION**

LRAPA's IGA between partners outlines specific requirements and timelines for the dues process:

- By March 1: Board estimates total operational funding needs
- By April 15: Board notifies partners of estimated budget and apportionment
- By June 30: Board adopts approved budget for the following fiscal year
- July 15 and December 15: Semi-annual payments due (unless alternative schedule arranged)

During the February 2025 Board Meeting, LRAPA adopted a calculation methodology for Partner Dues for FY '26 and beyond. The methodology is as follows:

- Partner Dues will increase/decrease, using the average CPI for Lane County.
- The base cost per person for FY '26 is \$0.56, which will be used in the formula for calculating the new final rate for FY '27.
- The following formulas are used:  
**"FY26 Base cost per person" \* (100% + "CPI Change") = "FY27 Base Cost per Person"**  
**"FY27 Base Cost per Person" \* "Current Partner Population" = "FY27 Partner Dues"**
- For reference, FY26 Board Approved Partner Dues:

	2023 Population	Cost per person for '26	FY'26 Partner Dues
City of Eugene	177,899	\$ 0.56	\$ 98,851.36
City of Springfield	61,085	\$ 0.56	\$ 33,942.49
City of Cottage Grove	10,623	\$ 0.56	\$ 5,902.78
City of Oakridge	3,206	\$ 0.56	\$ 1,781.45
Lane County	128,368	\$ 0.56	\$ 71,328.96
Totals:			\$ 211,807.03



## FY '27 PARTNER DUES CALCULATION

	2024 Population	Oregon's July 2025 CPI 12 Mo Change	Cost per person for '27	FY '27 Partner Dues
City of Eugene	178,786	3%	\$ 0.57	\$ 102,324.56
City of Springfield	61,182	3%	\$ 0.57	\$ 35,016.28
City of Cottage Grove	10,690	3%	\$ 0.57	\$ 6,118.21
City of Oakridge	3,158	3%	\$ 0.57	\$ 1,807.42
Lane County	128,580	3%	\$ 0.57	\$ 73,590.17
Totals:				\$ 218,856.63
<b>NOTES:</b>				
Population numbers are taken from the US Census Bureau, with the most recent data published as of 7/1/2024. Updated population estimates will be published in May 2026.				
Lane County's population number is 382,396, for the purpose of this calculation, the population of each of the city partners is deducted from the Lane County population.				
The average cost per person in FY '26 is \$0.556.				
The formula used to determine the cost per person for FY '27 is \$0.556 x (100%+CPI)				
The formula used to determine the FY '27 partner dues is Population x Cost per person = Total annual dues.				

## STAFF RECOMMENDATION

Staff recommends that the Board:

- Approve the FY '27 Partner Dues as outlined above.
- Direct staff to engage with partner jurisdictions to discuss implementation for FY27, with particular attention to:
  - o Partner budget cycle alignment
  - o Implementation timeline to meet the April 15th notification deadline



# RESOLUTION 25-04

## RESOLUTION ESTABLISHING A BOARD DESIGNATED ACCOUNT WITH LGIP

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**WHEREAS**, the Lane Regional Air Protection Agency (LRAPA) Board of Directors has identified a need to create a Board Designated Reserve Account with Local Government Investment Pool (LGIP), to safe harbor a portion of the agency's reserves for future use; and

**WHEREAS**, creating a Board Designated LGIP account will provide appropriate segregation and management of these reserves; and

**WHEREAS**, LRAPA participates in the Oregon Public Employees Retirement System (PERS) and has a proportionate share of the system's unfunded actuarial liability (UAL) totaling \$374,655; and

**WHEREAS**, while GASB Statement No. 68 requires disclosure of PERS UAL on financial statements, it does not mandate budgeting for the entire unfunded liability amount in current year budgets; and

**WHEREAS**, the Board of Directors has determined that establishing a PERS UAL reserve account demonstrates fiscal prudence while maintaining operational flexibility; and

**WHEREAS**, the Board retains the flexibility to modify the designation of these reserves should there be a financial need to use the funds for other expenditures without impact on operational needs.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Lane Regional Air Protection Agency that:

**Section 1. Establishment of a Board Designated LGIP Account** A separate Local Government Investment Pool (LGIP) account shall be established with "Board Designated" as the purpose.

**Section 2. Initial Funding** The amount of \$374,655, representing LRAPA's current PERS unfunded actuarial liability share, shall be transferred from existing agency reserves into the Board Designated LGIP Account during Fiscal Year 2026. There are no other board designations to be established at this time.

**Section 3. Investment Account Designation and Policy** a) The reserves within the LGIP account pursuant to Section 1 are hereby designated by the Board. b) These reserves shall be disclosed in the agency's Financial Statements in accordance with governmental accounting standards. c) The Executive Director is directed to establish formal policies and procedures for the management and use of the Board Designated LGIP Account.

**Section 4. Account Management** a) The Board Designated LGIP Account shall be maintained in a separate LGIP account to ensure proper segregation from other agency funds.

b) The Board retains full authority to modify the designation of these reserves through future Board action should operational or financial circumstances require.

**Section 5. Reporting** The Executive Director shall include the status and balance of the Board Designated LGIP Account in annual financial reports to the Board, and as needed, for the purpose of Board guidance on account balance and designations.

**Section 6. Implementation** This resolution shall take effect immediately upon adoption, and the Executive Director is authorized to take all necessary actions to implement the provisions herein.

Approved by the Lane Regional Air Protection Agency Board this 11<sup>th</sup> day of September 2025

\_\_\_\_\_  
Howard Saxion,  
Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Travis Knudsen,  
Executive Director

\_\_\_\_\_  
Date



## LANE REGIONAL AIR PROTECTION AGENCY MEMORANDUM

**To:** Howard Saxion, Chair and LRAPA Board Members

**From:** Travis Knudsen, Executive Director & Max Hueftle, Operations Manager

**Date:** September 11, 2025

**Subject:** Permitting and Federal Standards Rulemaking

### STAFF REPORT

#### ISSUE STATEMENT

LRAPA staff seeks Board consensus to proceed with a comprehensive rulemaking to update permitting requirements, federal standards, and associated fees. This rulemaking addresses necessary regulatory updates including alignment with recent DEQ rulemakings, incorporation of updated federal standards, cleanup of outdated provisions, and fee adjustments to support program operations.

#### BACKGROUND INFORMATION

LRAPA's permitting rules and federal standards require periodic updates to maintain consistency with state and federal requirements, ensure adequate program funding, and improve regulatory clarity. The proposed rulemaking encompasses multiple titles within LRAPA's rules, addressing both technical updates and fee structure modifications.

#### Key drivers for this rulemaking include:

- DEQ's August 15, 2025, adoption of updated federal standards requiring corresponding LRAPA updates
- EPA requirements for approval of Title 36 excess emissions rules
- Need to update fee structures to address program costs and inflation
- Elimination of financial support from EPA's 105 workplan for GHG programs necessitating fee adjustments
- Opportunity to repeal outdated contingency rules and clarify existing requirements

#### PROPOSED CHANGES BY TITLE

<u>Title</u>	<u>Description</u>	<u>Key Proposed Changes</u>
<b>Title 12</b>	General Provisions and Definitions: basic rules and terms that apply to all LRAPA regulations.	<ul style="list-style-type: none"><li>- Cleanup and clarification of definitions</li><li>- Administrative updates</li></ul>
<b>Title 30</b>	Incinerator Regulations: standards for solid waste, infectious waste, and crematory incinerators.	<ul style="list-style-type: none"><li>- Complete Repeal; adopt DEQ rules by reference</li><li>- Eliminates outdated local standards</li><li>- Ensures consistency with state requirements</li></ul>
<b>Title 32</b>	Emission Standards: general emission limits for various pollutants and sources.	<ul style="list-style-type: none"><li>- Cleanup and clarification</li><li>- Administrative updates</li></ul>
<b>Title 34</b>	Stationary Source Notification Requirements: pre-construction review requirements.	<ul style="list-style-type: none"><li>- Cleanup and clarification</li><li>- Streamline notification processes</li></ul>
<b>Title 36</b>	Excess Emissions: Requirements for reporting and managing emissions exceeding limits	<ul style="list-style-type: none"><li>- Further alignment with DEQ's August 15, 2025 changes</li><li>- Ensure EPA approvability</li><li>- Emergency defense for Title V facilities</li></ul>



<b>Title 37</b>	Air Contaminant Discharge Permits: permitting requirements and fee structures.	<ul style="list-style-type: none"><li>- Fee adjustments (see Financial Impact section)</li><li>- Add new Basic ACDP category A.8 for VOC/HAP sources</li><li>- Reclassify GDF from Fee Class 5 to Fee Class 4</li><li>- Administrative clarifications</li></ul>
<b>Title 39</b>	PM10 Contingency Plan: emergency measures for PM10 nonattainment.	<ul style="list-style-type: none"><li>- Complete repeal; area now in attainment</li><li>- DEQ repealed corresponding rules in 2022</li></ul>
<b>Title 44</b>	Hazardous Air Pollutant Program: federal major and area source air toxics standards.	<ul style="list-style-type: none"><li>- Update to 2025 CFR</li><li>- Incorporate DEQ's August 15, 2025 changes</li></ul>
<b>Title 46</b>	New Source Performance Standards: federal NSPS requirements	<ul style="list-style-type: none"><li>- Update to 2025 CFR</li><li>- Incorporate DEQ's August 15, 2025 changes</li></ul>
<b>Title 50</b>	Ambient Air Standards and PSD Increments: air quality standards and increments.	<ul style="list-style-type: none"><li>- Update PM2.5 annual standard from 12 to 9.0 micrograms per cubic meter</li><li>- Align with federal standards</li></ul>

## FINANCIAL IMPACT

The proposed fee adjustments address the elimination of federal funding and align with DEQ's current fee structure as shown in OAR 340-216-8020 Table 2:

### 1. Greenhouse Gas (GHG) Reporting Fees for ACDPs

**Current LRAPA Fee:** If required to report GHGs, ACDP sources pay a fee of 12.5% of their annual permit fee for GHG reporting, with no maximum cap.

**Proposed Change:** Align with DEQ's current structure, which requires ACDP sources required to report GHGs to pay the greater \$500 or 20% of their annual permit fee, with a maximum capacity of \$9,000. This change compensates for lost federal funding for this work and aligns LRAPA's approach with the state.

**Revenue Impact:** This adjustment is projected to generate approximately \$36,811 in additional annual revenue. (Title V sources are unaffected by this fee adjustment.)

### 2. Fee Alignments with DEQ

**Gasoline Dispensing Facilities (GDFs):** This proposal reclassifies GDFs from General ACDP Fee Class 5 (\$209/year) to Fee Class 4 (\$630/year). This is a fee increase that aligns these sources with DEQ's classification and better reflects the staff time required for compliance and permitting. This change is expected to generate approximately \$47,000 in annual revenue across all ~112 GDF sources.

**New Basic ACDP Source Category (A.8):** This proposal adds a new category providing an option for a Basic ACDP for sources that have the capacity of 5 or more tons per year of direct PM2.5 or PM10 if located in a PM2.5 or PM10 nonattainment or maintenance area, or 10 or more tons per year of any single criteria pollutant that are not otherwise classified. A source subject to permitting from this category may be able to obtain a Basic ACDP under Part A. For sources that meet the criteria of Part A, the enforceable production or hours limitation in an issued ACDP may be used to demonstrate a permit is not required by Part B number 75 of Table 2, irrespective of the term 'uncontrolled'. This closes a regulatory gap and enhances program stringency. Sources in this new category would pay an annual fee of \$790. The total revenue impact will depend on the number of sources identified that meet this new requirement.

## FEE STRUCTURE ANALYSIS

The fee adjustments are necessary due to multiple drivers.

- Federal Funding Elimination:** EPA has removed greenhouse gas related programs from LRAPA's Section 105 Base Grant's workplan, eliminating the agency's use of federal funding for this work.
- Fee Structure Alignment:** Follow state fee increases LRAPA fees have diverged from the state's structure, creating inconsistencies for sources operating in multiple jurisdictions in Oregon.



3. **Program Sustainability:** Rising operational costs and expanded regulatory requirements in a changing federal regulatory landscape.
4. **Inflation Adjustment:** Many fees have not been updated since 2010, losing significant purchasing power.

### **PUBLIC ENGAGEMENT PROCESS**

The rulemaking will follow LRAPA's standard process, including consultation with the Citizens Advisory Committee, outreach to permit-holders for feedback, DEQ review for consistency, and formal public notice and hearing. As a State Implementation Plan (SIP) element, this rule also requires Environmental Quality Commission (EQC) and EPA approval. While the 12 to 18-month timeline for EPA approval is ambitious, it reflects the EPA Administrator's current emphasis on expediting SIP approvals.

These updates will ensure LRAPA can maintain essential air quality programs and regulatory alignment despite changes in federal funding.

### **STAFF RECOMMENDATION**

Staff recommends that the Board approve the initiation of the formal rulemaking process to update Title 37 ACDP rules, including fee adjustments for GHG reporting and Cleaner Air Oregon activities, addition of new source categories, and administrative corrections. Staff will provide regular updates to the Board as the rulemaking process progresses and will ensure robust stakeholder engagement throughout the process.

### **MOTION OPTIONS**

1. Approve the initiation of rulemaking to fully update the rules as described, directing staff to proceed with the formal rulemaking process.
2. Approve the initiation of rulemaking for fee updates only, postponing other administrative and technical changes to a future rulemaking.
3. Postpone the initiation of rulemaking and request additional information or analysis regarding the proposed changes.
4. Take no action at this time.



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## Director's Report for July and August 2025

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**Meeting Date: September 11, 2025**  
**Department: Director's Office**  
[lrapa-or.gov](http://lrapa-or.gov)

**Agenda Item No. 12**  
**Staff Contact: Travis Knudsen**  
**541-736-1056 ext. 217**

### I. EXECUTIVE HIGHLIGHTS

*Key accomplishments, challenges, and priorities from the past month.*

July and August demonstrated LRAPA's ability to address diverse air quality challenges, from mysterious regional odors to wildfire smoke intrusions. Air quality remained predominantly "Good" across Lane County, with monitoring stations recording 74 days of good air quality out of 93 total days across all sites. Oakridge experienced the highest AQI at 82 (Moderate) on August 27th.

The Agency responded to 114 air quality complaints in July-August. A particularly challenging situation emerged when 45 complaints described a strong "dog waste" odor spanning from Coburg to Cottage Grove and Thurston. Despite LRAPA's investigation including wind pattern analysis, business outreach, and coordination with multiple agencies, no definitive source was identified. The incident garnered significant media attention and demonstrated LRAPA's commitment to community response even for non-regulated odors.

Wildfire season activities intensified with multiple Oregon Wildfire Response Protocol meetings and two air quality advisories issued: one for ozone affecting the Southern Willamette Valley (August 22-25) and another for wildfire smoke impacting Eastern Lane County (September 2-7). The lightning-caused Emigrant Fire, which began August 24th in a remote area near Indigo Springs Campground, spread rapidly through the 2009 Tumblebug Fire burn scar and is expected to continue burning until winter precipitation arrives.

The e-commerce facility Indirect Source Construction Permit (ISCP) generated robust public engagement, with over 300 comments received during the public notice period. LRAPA is currently digesting these comments and working with the applicant, with formal responses forthcoming.

Community engagement was furthered with event participation and outreach. Specifically, the Springfield Block Party, where LRAPA staff connected with residents among the thousands of attendees. Additional outreach included the Oakridge National Night Out and successful acquisition of five Purple Air sensors from EPA to expand rural monitoring capabilities.

Organizationally, the Agency operates at 84% staffing capacity while actively recruiting for Finance Specialist and Environmental Engineer/Specialist positions, with plans to complete hiring this fall. The finance vacancy has impacted audit preparation, though auditors remain scheduled for their November office visit. The LINFO 3.0 database upgrade faces delays due to LCOG's developer vacancy, prompting exploration of freelance developer alternatives. The transition from Zoom to Microsoft Teams resolved audio issues but introduced video synchronization challenges being addressed with our AV contractor.

Looking forward, the Agency is preparing for the convergence of wildfire season, outdoor burning season and the upcoming home wood heating season beginning October 1st.

## II. PROTECTING PUBLIC HEALTH & SERVING OUR COMMUNITY

*Aligns with Customer/Stakeholder Perspective of the Balanced Scorecard framework and LRAPA's current goals 1, 2, and 5 which focus on public health protection, community engagement, and stakeholder relationships.*

### II.A. Air Quality Status & Trends for June 2025

*These metrics support **Goal 1 (Public Health Protection and Air Quality Education)** and **Goal 4 (Regional Air Monitoring and Analysis)**, tracking our performance against targets for "Good" and "Moderate" AQI days, data completeness, and timely reporting).*

*July & August 2025*

Site	Date	Max AQI	Pollutant
Eug/Spfld	26-Aug-25	64	PM
Oak	27-Aug-25	82	PM
CottGrv	26-Aug-25	62	PM

AQI	Eug/Spfld	Oak	CottGrv	AQI Range	PM2.5 Range, ug/m3	Ozone Range, ppb
Good	25	23	26	0-50	0-9	0-54
Moderate	6	8	5	51-100	9.1-35.4	55-70
USG	0	0	0	101-150	35.5-55.4	71-85
Unhealthy	0	0	0	151-200	55.5-125.4	86-105
Very Unhealthy	0	0	0	201-300	125.5-225.4	106-200
Hazardous	0	0	0	301+	225.5+	201+

**Attachment No. 1:** Air Quality Index (AQI) charts for Lane County (July & August 2025)

**Attachment No. 2:** PM2.5 index charts for Lane County (July & August 2025)

### II.B. Community Response & Complaint Resolution

*This section supports **Goal 1 (Public Health Protection and Air Quality Education)** metrics for complaint response to demonstrates our commitment to addressing community concerns promptly and effectively.*

*The number of unique complainants is noted in "(#)"*

July 1, 2025, to August 31, 2025		Category	2020	2021	2022	2023	2024	2025
<b>Smoke complaints: 23</b>		Dust	17	26	12	7	8	10
19 - Outdoor Burning (17)		Ag Burning / Spraying	2	7	2	3	3	22
3 - Recreational Fire (2)		General Air Quality	4	8	1	25	32	28
1 – Home Wood Heating		Home Wood Heating	74	57	67	52	39	36
<b>Industry: 22</b>		Industry	100	336	198	97	75	90
8 - International Paper (6)		Outdoor Burning	423	243	292	254	253	172
7 - Wildish Land Co. (5)		Slash Burning	12	10	6	12	9	1
1 - St. Vinnies Mattress Recycling Center		Asbestos	15	9	22	10	12	19
1 – Swanson Group Manufacturing		Miscellaneous	44	31	80	62	91	53
1 – Pacific Recycling		Unknown	74	71	45	65	79	111
1 – Aurora Innovations		<b>Total:</b>	<b>765</b>	<b>798</b>	<b>725</b>	<b>587</b>	<b>601</b>	<b>542</b>
1 – Nations Mini-Mix, Inc.								
1 – Delta Property Co.								
1 – Heather Oak Wood Products, Inc.								
<b>Asbestos: 4</b>								
<b>Miscellaneous: 65</b>								
55 - Unknown Odor								
7 - Fugitive Dust								
1 - Paint Fumes								
1 - Dryer Sheets								
1 – Generator Odor								
<b>Total: 114</b>								

\*Notes: LRAPA received more complaints in July-August compared to June, increasing from 89 to 114. This included a collection of unknown odor complaints, increasing from 7 to 55. International Paper complaints decreased from 26 in June, to 8 in July-August.]



## II.C. Smoke Management & Wildfire Resilience

*This section aligns with **Goal 2 (Enhanced Wildfire Smoke Preparedness)**, tracking our smoke monitoring, advisory issuance, and coordination with state agencies, as well as smoke management activities for outdoor burning and home wood heating.*

### Outdoor Burning, 2025-2026 Season

*LRAPA regulates outdoor burning in Lane County to protect air quality and public health. Under Title 47, LRAPA has authority to regulate open burning practices, including determining when burns can occur. LRAPA aims to allow burning whenever possible while preventing air quality deterioration. Outdoor burning is only curtailed when monitoring or forecasts show potential for unhealthy air quality impacts.*

Periods of Curtailment				
Start	End	Areas	Curtailment	Reason
-	-	-	-	-
-	-	-	-	-

### Home Wood Heating, 2025-2026 Season

*LRAPA regulates home wood heating under Title 16 to reduce PM2.5 emissions during periods of poor air quality. An advisory system (Yellow/Red Days) indicates when curtailment is needed. Yellow Day advisory request voluntary curtailment of wood burning except for those who depend on it as their primary heat source. Red Day advisories prohibit visible smoke from chimneys, with exemptions for economic hardship. Like outdoor burning, LRAPA only issues wood burning curtailment when air quality monitoring or forecasts indicate potential health impacts.*

Periods of Curtailment		
Areas	Yellow Days	Red Days
Eugene/Springfield	-	-
Oakridge	-	-

For July and August 2025, no additional advisories were issued beyond those previously reported as air quality conditions remained favorable throughout the month.

### Outdoor Burning Letter Permits, 2025-2026 Season

*LRAPA has authority to issue outdoor burning letter permits under Title 47. These permits allow specified burning that would otherwise be prohibited. This program also supports ecological benefits of prescribed fire while protecting public health through strict oversight and timing. LRAPA coordinates closely with land managers to ensure burns are conducted with minimal air quality impacts.*

Permit No.	Issue Date	Permittee	Location	Material	Volume
20B25-06-01	June 30, 2025	River to Ridges Partnership	85 units in Lane County	Ecological Burning	1456 acres

### Wildfire Smoke Intrusions & Air Quality Advisories

*LRAPA participates in Oregon's Wildfire Response Protocol for Severe Smoke Episodes, a coordinated system that connects federal, state, and local agencies during significant smoke events. LRAPA's role includes issuing local air quality advisories, coordinating public health messaging, and representing Lane County's interests in state-level response planning.*



Air Quality Advisories Issued			
Start Date	End Date	Areas Affected	Primary Pollutant
08-22-2025	08-25-2025	Southern Willamette Valley	Ozone
09-02-2025	09-07-2025	Eastern Lane County	PM2.5/Wildfire

Oregon Wildfire Response Protocol for Severe Smoke Episodes Meetings		
Date	Topic	Advisory Issued
07-11-2025	Prep for Coordination Calls	n/a
07-16-2025	Review Active Wildfires	No
08-22-2025	Ozone & Flat Fire	Yes
08-25-2025	Flat Fire, Emigrant Fire, & OR Fires	No
08-27-2025	Emigrant Fire, Flat Fire, & OR Fires	No
09-02-2025	Emigrant Fire & OR Fires	Yes
09-04-2025	Emigrant Fire & OR Fires	Yes
09-05-2025	Emigrant Fire & OR Fires	Yes

## II.D. Community Outreach, Education, & Building Partnerships

This section supports **Goal 5 (Partnerships and Interagency Coordination)** metrics for partner engagement and stakeholder communication, strengthening relationships with stakeholders and enhancing public understanding of air quality issues.

Media Log			
Date	Media	Person	Topic
1/23/2025	KLCC	Rachael McDonald	Air stagnation and wood burning advisories
1/23/2025	KEZI	Ryan Bonham	Air stagnation and cleaner woodstove burning
1/28/2025	KEZI	Ryan Bonham	Air Quality Advisory E. Lane County and Red Advisory for Oakridge, Yellow EUG/Spring
2/28/2025	KEZI	Robert Desaulniers	Spring Outdoor Burning Season Opens and Tips on Safe Burning
2/28/2025	KMTR	News Staff	Spring Outdoor Burning Season Opens and Tips on Safe Burning
4/03/2025	Washington Post	Joshua Partlow and Amudalat Ajasa	EPA cutting more than \$1 Billion in EJ grant funds and impact on Lane County and other areas
4/24/2025	Lookout Eugene-Springfield	Ashli Blow	American Lung Association rates Eug./Spring 4 <sup>th</sup> worst air quality in US.
6/02/2025	KMTR	News Staff	End backyard burning June 7 <sup>th</sup> due to fire concerns
6/03/2025	Lookout Eugene-Springfield	Ashli Blow	Burn Ban to begin early in Lane County
6/17/2025	KXCR- Radio	Larry Bloomfield	30-minute live interview for Florence public radio that featured LRAPA to discuss Homewood heating, asbestos, and prepping for wildfire
6/20/2025	KMTR	Gold Meadows	50-acre agricultural fire in Junction City on Wednesday 6/18 and impacts on Eugene area causing poor air quality. <a href="#">LINK</a>
6/30/25	KEZI	News Staff	Supplemental Environmental Project Re-launch <a href="#">LINK</a>
6/30/25	KVAL	News Staff	Supplemental Environmental Project Re-Launch <a href="#">LINK</a>
6/30/25	KMTR	Gold Meadows	Supplemental Environmental Project Re-Launch <a href="#">LINK</a>

7/1/25	KCST 106.9 FM, KCFM 1250 AM, 104.1 FM & 103.1 FM	George Henry	Supplemental Environmental Project Re-Launch <a href="#">LINK</a>
7/2/25	KLCC	Karen Richards	Supplemental Environmental Project Re-Launch <a href="#">LINK</a>
7/5/25	KLCC	Karen Richards	Air quality awareness during wildfire season <a href="#">LINK</a>
7/8/25	Eugene Weekly	Christian Wihtol	E-Commerce shipping facility ISCP permit with LRAPA & possible Amazon site <a href="#">LINK</a>
7/11/25	Register Guard	Alan Torres	E-Commerce shipping facility ISCP permit with LRAPA & possible Amazon site <a href="#">LINK</a>
7/16/25	Lookout Eugene Springfield	Michael Zhang	E-commerce shipping facility ISCP w/ LRAPA <a href="#">LINK</a>
7/16/25	KEZI	Israel La Rue	E-commerce shipping facility ISCP w/ LRAPA <a href="#">LINK</a>
7/16/25	OR Dept. of Early Learning and Care	News Webpage	Outdoor AQ Guide from LCPH tool for use <a href="#">LINK</a>
7/18/25	KLCC	News Brief	E-Commerce shipping facility ISCP w/ LRAPA <a href="#">LINK</a>
8/4/25	Lookout Eugene Springfield	Michael Zhang	E-Commerce warehouse public comments on ISCP <a href="#">LINK</a>
8/4/25	Lookout Eugene Springfield	Grace Chinowsky	Odors over the weekend smelling like dog feces <a href="#">LINK</a>
8/5/25	KEZI	Israel La Rue	Odors of dog feces in Eug/Spring <a href="#">LINK</a>
8/5/25	KMTR	Tiffany Lewis	Odors of dog feces in Eug/Spring <a href="#">LINK</a>
8/5/2025	KPIC	Tiffany Lewis	Odors of dog feces in Eug/Spring <a href="#">LINK</a>
8/19/25	KMTR	News Staff	Public Comments Open for Metro Wastewater Management Commission (MWMC) <a href="#">LINK</a>
8/22/25	Lookout Eugene Springfield	Grace Chinowsky	Foul Smell ends w/o clear culprit <a href="#">LINK</a>
8/22/25	Lookout Eugene Springfield	Ashli Blow	Heat wave Smog in Eugene Springfield <a href="#">LINK</a>
8/22/25	KMTR	News Staff	Heat wave Smog in Eug/Spring <a href="#">LINK</a>
8/22/25	KVAL	News Staff	Heat wave Smog in Eug/Spring <a href="#">LINK</a>
8/22/25	KLCC	Gabriella Sgro	Heat wave Smog in Eug/Spring <a href="#">LINK</a>
9/2/25	KEZI	News Staff	Emigrant Fire Smoke Advisory E. Lane County <a href="#">LINK</a>
9/2/25	Lookout Eugene Springfield	Michael Zhang	Emigrant Fire Smoke Advisory E. Lane County <a href="#">LINK</a>
9/3/25	Register Guard	Hannarose McGuinness	Emigrant Fire Smoke Advisory E. Lane County <a href="#">LINK</a>
9/3/25	Lookout Eugene Springfield	Ashli Blow	Emigrant Fire Smoke Advisory E. Lane County <a href="#">LINK</a>

***Oregon Dept. of Early Learning and Care Features LRAPA AQI Tool*** (July 16<sup>th</sup>, Online)

The Oregon Department of Early Learning and Care featured the Air Quality Index tool for children under 5, that was created in concert with Lane County Public Health Department and LRAPA. This tool was effectively shared with every childcare provider in the state of Oregon and demonstrates how LRAPA's efforts and partnerships are helping expand our positive impact and service to Lane County residents and Oregonians.

***Supplemental Environmental Projects (SEP) Meetings*** (July 22<sup>nd</sup> to 30<sup>th</sup>, LRAPA office)

Matt Sorensen, Public Affairs Manager, met with potential SEP applicants to explain program details and discuss if their ideas for SEP projects would be a good fit for the program. Brock's Wood Lot, BRING Recycling, Cascadia Mobility, and the Center for Rural Livelihoods all made time to meet and ultimately submit a SEP project for consideration. The SEP program remains open for applications.

***August 'Dog Waste' Odor Issue Across Eugene Springfield Area*** (August 1<sup>st</sup> to 16<sup>th</sup>, Eugene/Springfield Area)

Matt Sorensen was interviewed by three local news media stations regarding a very foul odor being noted across the region. LRAPA received 45 complaints between Aug. 1-16 describing a strong smell like dog waste. Reports came from as far north as Coburg to as far south as Cottage Grove and from East Thurston to West Eugene, primarily noting the smell late at night and in the early morning hours. LRAPA worked to determine the potential source of the odor: analyzing wind patterns for the two-week period to identify a potential source, contacting eight businesses that use organic materials or hold air permits, contacting the Oregon Dept. of Agriculture, interviewing local farmers about seasonal operations, and conducting odor tracking operations. LRAPA was unable to pinpoint a single source for the odors. Though LRAPA and the Oregon DEQ don't regulate odors, LRAPA chose to respond due to the high volume of complaints.



***Oakridge Police National Night Out*** (August 5<sup>th</sup>, Greenwaters Park, Oakridge)

Matt Sorensen supported the Oakridge Police for their National Night Out event by hosting LRAPA's informational booth with a focus on AQI resources, wood stove resources, and sharing a variety of fun facts about air quality. Candy and prizes were made available for visitors. The event provided a great opportunity for LRAPA to engage with Oakridge police, EMTs, and other community agencies in addition to the community members that were in attendance.

***Rivers to Ridges (R2R) Ecological Burn Group*** (August 6<sup>th</sup> and Sept. 3<sup>rd</sup>, LRAPA Office)

Matt Sorensen helped host the Rivers to Ridges ecological burn group led by Bryce Izlar from Willamalane and Sara Worl with the Long Tom Watershed Council to continue their preparation for the 2025 prescribed burn season with LRAPA under the River to Ridges (R2R) banner. The meeting was hosted at LRAPA's boardroom as part of our community outreach efforts.

***LRAPA Secures 5x Purple Air Sensors from EPA*** (August, LRAPA Office)

Matt Sorensen was successful in securing 5x free Purple Air sensors for use in rural areas of Lane County to assist in expanding air monitoring capabilities where often there are none. A trip to Oakridge was made on Sept. 4<sup>th</sup> to replace three Purple Air sensors that had stopped working. The replacements were made at Oakridge Library, City Hall, and Orchid Health.

***Springfield Block Party*** (September 5<sup>th</sup>, Downtown Springfield)

Colleen Wagstaff, Jaime McEvoy, Derek Bowen, Travis Knudsen, and Matt Sorensen all supported efforts to host a booth at the Springfield Block Party. The Block Party had over 11,000 guests and provided an opportunity to engage and educate well over 600 community members that visited the LRAPA booth. Educational opportunities focused on air quality resources like AQI apps, signing people up for the LRAPA email list, asbestos education, and a basic understanding of LRAPA's role in the community as the local air and asbestos Agency. LRAPA gave out our own specially wrapped candy as our swag. The booth was located next to the Simpson's mural on 5<sup>th</sup> street and was open to visitors from 4pm to 10pm.

### III. MAINTAINING REGULATORY EXCELLENCE

*Aligns with Internal Process Perspective of the Balanced Scorecard framework and LRAPA's current goals 3 and 4—ensuring compliance with air quality standards through effective monitoring, permitting, and enforcement.*

#### III.A. Stationary Source Permitting Progress & Efficiency

*This section supports **Goal 3 (Public Health Protection and Air Quality Education)** metrics for permit issuance timeliness, permit backlog rate, and area NAAQS compliance.*

##### Permitted Sources

- Currently 15 sources hold a Title V operating permit in Lane County.
- Currently approximately 275 sources hold an ACDP.

Permits in Queue			
Category of Permit Activity	Title V	ACDP	Total In Queue
New	0	2	2
Renewals	1	15	16
Modifications	2	4	6
Constructions	-	-	-
Terminated Permits	-	-	-

##### Stationary Sources Permits Issued, Year-to-Date

- Title V Operating Permits: 2
- Air Contaminant Discharge Permits: 17

Permits on public notice from July 1 to August 31, 2025		
Source Name	Reason for Public Notice	Type of Permit
E-Commerce Facility	Required by rule	Indirect Source Construction Permit (ISCP), off public notice on 7/22/25
Metropolitan Wastewater Management Commission – Eugene/Springfield Water Pollution Control Facility	Required by rule	Standard Air Contaminant Discharge Permit (Standard ACDP) on public notice August 18 – September 22, 2025

Permit Backlog as of August 31, 2025			
Permit Type	Permits by Type	Permits Extended Administratively	Percentage of Total (%)
Title V	15	0	0%
Standard	24	5	21%
Simple	25	1	4%
<b>Total</b>	<b>64</b>	<b>6</b>	<b>8%</b>

#### III.B. Asbestos Program Oversight

*This section supports **Goal 3 (Public Health Protection and Air Quality Education)** initiatives related to operating the asbestos program, including inspections and rule updates. LRAPA protects public health from asbestos hazards through effective oversight and education.*

LRAPA administers the asbestos program in Lane County under title 43. This program regulates the handling, removal, and disposal of asbestos-containing materials to prevent public exposure to this hazardous substance. LRAPA reviews asbestos survey reports, processes abatement notifications,

conducts inspections, and enforces compliance with asbestos regulations to protect workers and the public.

Asbestos Notices		Year-to-Date↓				
Year	2020	2021	2022	2023	2024	2025
Total Asbestos Abatement Notices	439	408	465	466	436	291

### III.C. Enforcement

This section supports **Goal 3 (Public Health Protection and Air Quality Education)** metrics for enforcement action resolution and evaluations completed. The enforcement program ensures that regulations are followed, and violations are addressed.

LRAPA's compliance program ensures that air quality regulations are followed by stationary sources, asbestos contractors, and the general public. This section provides an overview of enforcement actions taken during the reporting period, including notices of non-compliance, civil penalties, and case resolutions.

July 1, 2025 to August 31, 2025					
Category of Violation	New	Follow-Up Action	Pending	Closed	Total
Asbestos	-	-	1	3	4
Industrial	-	-	1	2	3
Outdoor Burning	1	-	-	3	4
Fugitive Dust	-	-	-	-	-
Home Wood Heating	-	-	-	-	-
Totals	1	-	2	8	11

**Attachment No. 3:** July & August 2025, Enforcement Actions Detail Report.

	2020	2021	2022	2023	2024	2025
Notices of Non-compliance and Warnings	15	21	24	19	9	16
Notices of Violation with Civil Penalties	26	17	24	15	5	12

## IV. STRENGTHENING ORGANIZATIONAL CAPACITY

*Aligns with Learning & Growth Perspective of the Balanced Scorecard framework and LRAPA's current goal 6—developing staff capabilities and improving operational systems.*

### IV.A. Staff Development & Agency Growth

*This section supports Goal 6 (Organizational Excellence and Operational Efficiency) metrics focused on staff retention, professional development, and employee satisfaction, essential for achieving operational excellence.*

LRAPA maintains a skilled workforce to carry out our mission of protecting air quality in Lane County. This section provides an overview of our current staffing levels, vacancies, and professional development activities. Our commitment to staff development ensures we have the expertise needed to address complex air quality challenges effectively.

Department	FTE	Vacancies
Administration	5.0	0.0
Operations	9.0	2.0
Finance	3.0	1.0
Technical services	2.0	0.0
<b>Total</b>	<b>19.0</b>	<b>3.0</b>
<i>Agency at 84% of staffing capacity</i>		

LRAPA currently maintains 19.0 FTE across four departments. We presently have 16.0 FTE filled, representing 84% of our authorized staffing capacity. Of our three vacant positions, we are actively recruiting to fill two positions, through strategic recruitment efforts.

We are currently recruiting for two key positions: a Finance Specialist (1/2 level) and an Environmental Engineer/Specialist (1/2/3 level). To maximize our candidate pool and ensure we attract the best qualified applicants, we have posted these positions with flexible classification levels that allow us to accommodate varying experience levels. Both postings are available on our website under Careers.

Our recruitment process remains robust, with the Finance Specialist 1/2 closing on September 5<sup>th</sup> and the Environmental Engineer or Specialist closing on September 14<sup>th</sup>. We anticipate conducting interviews shortly after the job postings close, which will bring us back to 95% operational capacity.

The agency continues to prioritize staff development and retention strategies to maintain our skilled workforce, which is essential for protecting air quality in Lane County.

Staff Professional Development, Year-to-Date			
Training	Participation	Completion Date	Provider
Budget Law Training	2	February	Oregon Department of Revenue
Avoiding Communication Pitfalls	1	February	Express
Basic Inspector Training	3	March	WESTAR
Accounts Receivable: Common Routines	1	March	Caselle
Fred Pryor Customer Service Training	1	April	Pryor Learning

<b>Staff Professional Development, Year-to-Date</b>			
<b>Training</b>	<b>Participation</b>	<b>Completion Date</b>	<b>Provider</b>
Intro to Environmental Enforcement training	2	April	Western States Project
Essential Skills Workshop	1	April	Springfield Chamber: Work ready
Community Connect Portal	1	April	Caselle
Workplace Safety: Active Violence Incident	17	May	City of Springfield, Police
New Source Review Process Steps	5	May	Department of Environmental Quality
Incinerators	3	May	WESTAR
Industrial Boilers	5	May	WESTAR
Electrostatic Precipitators	3	May	WESTAR
Ask Us Anything Air Quality	5	May	Department of Environmental Quality
Balancing Payroll Transmittals	1	May	Caselle
Complying with Grants	2	May	Environmental Protection Agency
ASAP Grant Payment Portal training	1	May	US Treasury
Payment Requests in ASAP	1	May	US Treasury
PERS Summer Webinar: Understanding your statement, voluntary contributions and Q&A	1	June	Employer Service Center (ESC)
Caselle: Payroll-Supplemental & Termination checks	1	June	Caselle
Caselle: New Online Payment Portal Management	3	June	Caselle
Ask Us Anything Air Quality	5	June	Department of Environmental Quality
WESTAR Effective Permit Writing course	2	July	WESTAR
EPA Annual Regional State & Local Air Dispersion Modeling Conference	1	July	Environmental Protection Agency
Oregon Annual Asbestos Retreat	2	August	Department of Environmental Quality

#### **EPA Annual Regional State and Local Air Dispersion Modeling Conference (July 8<sup>th</sup>-10<sup>th</sup>, Virtual)**

Staff attended the EPA's annual workshop focused on air dispersion modeling techniques and regulatory applications, which brings together co-regulatory air permitting agencies to discuss ongoing model development activities and issues affecting air permitting at various government levels.



#### **WESTAR Effective Permit Writing course** (July 29<sup>th</sup>-31<sup>st</sup>, Virtual)

Staff completed this comprehensive online training designed for air pollution permitting agencies, covering methods and procedures for effectively drafting and reviewing permit conditions across various permit programs, including practical exercises and application evaluation components.

#### **Oregon Annual Asbestos Retreat** (August 19<sup>th</sup>-20<sup>th</sup>, In-person & Virtual)

LRAPA staff participated in the Oregon DEQ's annual asbestos program retreat, which included professional development sessions on soft skills, health and safety refreshers for inspectors, and collaborative discussions on program improvements and tool development.

### **IV.B. Operational Improvements & Innovation**

*This section supports **Goal 6 (Organizational Excellence and Operational Efficiency)** metrics for technology adoption and systems modernization, enhancing our efficiency and effectiveness in serving Lane County.*

LRAPA is working to improve our systems and processes to enhance efficiency and effectiveness. These improvements support our ability to fulfill our mission and provide better service to the public. Current initiatives focus on technology upgrades, document management, and standardized procedures.

Current activities underway:

- **LINFO Database Upgrade:** LRAPA successfully transitioned to our central database system (LINFO) version 3.0 on June 11, 2025, which enhances our permit tracking, complaint management, and reporting capabilities. The system has been fully operational, and staff are actively using it while documenting bugs and identifying needed user-interface and functionality improvements. Progress on system enhancements has been paused since June 2025 due to the retirement of LCOG's internal developer who maintained LINFO under contract with LCOG. LCOG has not yet filled this critical position.

To address this gap, LRAPA is pursuing alternative solutions, including engaging freelance developers to continue system improvements. We are working with LCOG to obtain GitHub access to LINFO's code for both LRAPA and potential freelance developers. We have identified a promising candidate who is a former LRAPA employee and understands our operational needs.

- **Meeting Technology:** LRAPA has transitioned from Zoom to Microsoft Teams for board meetings and public engagement to address persistent audio quality issues experienced with our hybrid meeting setup. While Teams has resolved the audio clarity problems, we are currently experiencing synchronization delays between audio and video feeds. The VA contractor who completed LRAPA's recent office remodel is actively engaged in troubleshooting these technical issues and evaluating solutions to ensure seamless hybrid meeting capabilities for board meetings, staff training, and stakeholder engagement.
- **Standard Operating Procedures (SOPs):** Development of SOPs across all departments is progressing well, with multiple procedures already completed and implemented. Our current focus has shifted to establishing the foundational framework of developing an "SOP for SOPs" that will standardize how procedures are created, revised, referenced, and maintained throughout the organization. This meta-level documentation will be essential in ensuring consistent procedure development and management, supporting both operational consistency and succession planning across the agency.

## V. ENSURING FISCAL RESPONSIBILITY

*Aligns with Financial Stewardship Perspective of goal 7—managing financial resources effectively and transparently.*

### V.A. Budget Performance & Stability

*This section supports **Goal 7 (Financial Sustainability and Transparency)** metrics for budget variance and maintaining adequate reserves (4 months of operating budget), ensuring LRAPA can fulfill its mission consistently.*

**Please refer to the June 2025 financial update (Agenda item number 7).**

**FY25 Line Items to Note:** These line items are above 100% of the budgeted spending to date.

- **General Fund** – no items to report
- **Special Revenue Fund (Title V) Transfers to General Fund** – LRAPA underbudgeted this line item in the FY25 approved budget. During FY25, the methodology for the Indirect Cost Allocation was refined to more accurately measure the indirect costs related to Title V operations.
- **Grant Fund Capital Outlay and Transfers to General Fund** line items were not delineated in the FY25 Adopted Budget, therefore it appears that these line items are “over budget” on the financials, however, both line items are well within the expected amounts. The total expenditures for the Grant Fund are 46% of the FY25 adopted budget, therefore the error on these two-line items within the adopted budget is of little to no consequence budgetarily speaking.

**FY25 Summary of Expenditures:** Although **100%** of the year has elapsed as of **6/30/25**, spending is below that threshold in each of the LRAPA funds. These are the categories we must consider when asking the question “Were we below or over budget for the year?”:

- **General Fund** Total Actual Expenditures as a % of Budgeted Annual Expenditures: **91%**
- **Special Revenue Fund** Total Actual Expenditures as a % of Budgeted Annual Expenditures: **93%**
- **Grant Fund Total** Actual Expenditures as a % of Budgeted Annual Expenditures: **46%**
- **All Funds Consolidated** Actual Expenditures as a % of Budgeted Annual Expenditures: **75%**

### V.B. Financial Transparency & Reporting

*This section supports **Goal 7 (Financial Sustainability and Transparency)** metrics for financial reports provided to the Board (target: monthly) and timely audit completion (target: before December 31). Transparency in financial matters builds trust with our stakeholders and ensures accountability.*

Fiscal Year: 2024-2025	Status	Completion Date
Budget	Adopted	June 2024
Prior Year Audit - FY24	Completed	July 2025

Fiscal Year: 2025-2026	Status	Completion Date
Budget	Adopted	May 2025
Prior Year Audit - FY25	Scheduled (delayed due to staff transition within the LRAPA finance team)	Expected December 2025

## VI. BOARD CALENDAR

*A tentative review of upcoming initiatives, events, and board business.*

2025	2026
<b>January</b> <ul style="list-style-type: none"> <li>Preview upcoming appointments on board and committees.</li> <li>Oakridge Air update</li> <li>Remodel update</li> </ul> <b>January; Work Session</b> <ul style="list-style-type: none"> <li>Discussion of Partner Dues</li> <li>Discussion of Board Goals</li> <li>Discussion of Board Meeting Schedule</li> </ul> <b>February</b> <ul style="list-style-type: none"> <li>Supplemental Budget for FY'25</li> <li>Appoint new Budget Committee members, and appoint Budget Officer</li> <li>Elect the Board Chair and Vice Chair</li> <li>Board Goals Review</li> <li>Federal Grant Status Update</li> <li>Remodel Update</li> </ul> <b>March</b> <ul style="list-style-type: none"> <li>Budget Committee Meeting for FY'26</li> <li>Authorization for Public Comment on SB 5520</li> <li>Board Goals Approval</li> <li>Federal Grant Status Update</li> <li>Remodel Final Update</li> </ul> <b>April</b> <ul style="list-style-type: none"> <li>Budget Committee Meeting for FY'26; Approve Budget</li> <li>Annual By Rule Fee Schedule</li> <li>Public Comment SB 5520; Report</li> </ul> <b>May</b> <ul style="list-style-type: none"> <li>Public Hearing of FY'26 Approved Budget; Board Adoption</li> <li>Oakridge Air Update</li> <li>Federal Grants Status Update</li> <li>LRAPA Open House</li> </ul> <b>June</b> <ul style="list-style-type: none"> <li>Audit Presentation from Isler CPA — FY24</li> <li>Outdoor Burning Season Review</li> <li>Federal Grants Status Update</li> <li>The Permit Life Cycle: Application to Compliance</li> </ul> <b>July</b> <ul style="list-style-type: none"> <li>Rulemaking Review</li> <li>Federal Grants Status Update</li> <li>Executive Director's Performance Evaluation Process</li> <li>PERS UAL Discussion, Review &amp; Investment Strategy</li> <li>Ozone Review</li> <li>Audit Report</li> <li>FY'24 Audit, Corrective Action Plan</li> </ul> <b>August</b> <ul style="list-style-type: none"> <li>No Meeting</li> </ul> <b>September</b> <ul style="list-style-type: none"> <li>Review Local Partner Dues Calculation for FY'27</li> <li>Resolution 25-04; Board Designated LGIP Account</li> <li>Permitting &amp; Federal Standards Rulemaking</li> </ul> <b>October</b> <ul style="list-style-type: none"> <li>Approve Local Dues Calculation for FY'27.</li> <li>Smoke Management Season Update/Review</li> </ul> <b>November</b> <ul style="list-style-type: none"> <li>Audit Update, FY'25</li> <li>Home Wood Heating Season Update</li> <li>Executive Session: Director Performance Evaluation</li> </ul> <b>December</b> <ul style="list-style-type: none"> <li>No Meeting</li> </ul>	<b>January</b> <ul style="list-style-type: none"> <li>Preview upcoming appointments on board and committees.</li> <li>Oakridge Air update</li> <li>Review budget forecast for FY'2026-2029</li> </ul> <b>February</b> <ul style="list-style-type: none"> <li>Supplemental Budget for FY'26</li> <li>FY'25 Audit Report &amp; Presentation</li> <li>Appoint new Budget Committee members, and appoint Budget Officer</li> <li>Elect the Board Chair and Vice-Chair</li> </ul> <b>March</b> <ul style="list-style-type: none"> <li>Budget Committee Meeting for FY'26</li> </ul> <b>April</b> <ul style="list-style-type: none"> <li>Budget Committee Meeting for FY'27; Approve Budget</li> <li>Executive Director's Performance Evaluation Process</li> </ul> <b>May</b> <ul style="list-style-type: none"> <li>Public Hearing of FY'27 Approved Budget; Board Adoption</li> <li>Executive Session: Director Performance Evaluation</li> <li>Oakridge Air Update</li> </ul> <b>June</b> <ul style="list-style-type: none"> <li>Outdoor Burning Season Review</li> </ul> <b>July</b> <ul style="list-style-type: none"> <li>Rulemaking Review</li> <li>Review PERS UAL Liability &amp; Investment Strategy</li> </ul> <b>August</b> <ul style="list-style-type: none"> <li>No Meeting</li> </ul> <b>September</b> <ul style="list-style-type: none"> <li>Review Legislative Short Session.</li> <li>Review Local Partner Dues Calculation for FY'28.</li> <li>Wildfire Smoke Management Season Update</li> <li>Annual Review of Board Designated LGIP Account</li> </ul> <b>October</b> <ul style="list-style-type: none"> <li>Approve Local Dues Calculation for FY'28.</li> <li>Smoke Management Season Update/Review</li> </ul> <b>November</b> <ul style="list-style-type: none"> <li>Audit Update, FY'27</li> <li>Home Wood Heating Season Update</li> </ul> <b>December</b> <ul style="list-style-type: none"> <li>No Meeting</li> </ul>

## VII. LRAPA STRATEGIC GOALS REFERENCE SHEET

*These ongoing and sustained goals are designed to ensure comprehensive performance management across four key perspectives. This reference sheet provides an overview of each strategic goal and its associated performance metrics.*

**MISSION:** To protect public health, quality of life and the environment as a leader and advocate for the continuous improvement of air quality in Lane County.

**VISION:** Community partners working together to ensure clean air for everyone.

### GOAL 1: Public Health Protection and Air Quality Education

Protect public health through air quality initiatives and foster community engagement via educational programs, prompt response to public concerns, and efforts to ensure equitable protection from air pollution for all communities.

#### Lag Indicators

- % of days in "Good" or "Moderate" AQI categories by monitoring location (target: 95% annually)
- Number of days with PM2.5 or PM10 exceeding NAAQS 24-hour standards (target: 0)
- % of complaints responded to (target: 95%)

#### Lead Indicators

- Number of educational events/programs conducted quarterly (target: 2 per quarter)
- Number of wood heating advisories issued (target: prior to 150 AQI in metro)
- Email listserv growth (target: >3% increase annually)

### GOAL 2: Enhanced Wildfire Smoke Preparedness

Address the increasing threat of wildfire smoke intrusions to public health in Lane County through public education, collaboration with local jurisdictions, and enhanced monitoring and communication during wildfire events. In addition to seeking funding avenues which directly support this new and growing smoke management service need.

#### Lag Indicators

- Response time to publish smoke advisories during events (target: before 1pm on days needed)

#### Lead Indicators

- Maintain LRAPA supported commercial air sensors in Lane County (target: approximately 75)
- State smoke advisory engagement (target: 100% participation)

### GOAL 3: Public Health Protection and Air Quality Education

Ensure compliance with National Ambient Air Quality Standards (NAAQS) and other health-based benchmarks, manage air quality permits for regulated sources, and implement best practices in emissions control, balancing economic development with environmental protection through rigorous permitting processes.

#### Lag Indicators

- % of area in compliance with NAAQS standards (target: 100%)
- % of permits issued within target timeframes (target: 90%)
- Permit backlog rate (target: <20%)

#### Lead Indicators

- Number of annual Full Compliance Evaluations completed vs. EPA committed (target: 100%)
- % of enforcement actions resolved within 6 months (target: 80%)

#### GOAL 4: Regional Air Monitoring and Analysis

Collect, analyze, and report comprehensive air quality data across Lane County to inform policy decisions, alert the public, and track long-term air quality trends.

Lag Indicators	Lead Indicators
<ul style="list-style-type: none"><li>- % data completeness for monitoring network (target: &gt;95%)</li><li>- Timeliness of data reporting to the public and EPA (target: 100% on schedule)</li></ul>	<ul style="list-style-type: none"><li>- % of monitors calibrated on schedule (target: 100%)</li><li>- % uptime for real-time data systems (target: 98%)</li><li>- Number of monitoring site quality assurance audits completed vs. EPA committed (target: 100%)</li></ul>

#### GOAL 5: Partnerships and Interagency Coordination

Build and maintain strong relationships with various stakeholders, including industry, local jurisdictions, and community groups, to foster collaboration, improve communication, and ensure that LRAPA's work is responsive to community needs and concerns.

Lag Indicators	Lead Indicators
<ul style="list-style-type: none"><li>- Number of industry outreach initiatives completed annually (target: 1 per year)</li><li>- Number of community outreach initiatives completed annually (target: 1 per year)</li><li>- Number of partner outreach engagements completed annually (target: 5 per year)</li></ul>	<ul style="list-style-type: none"><li>- Diversity of inter-agency meetings attended (target: prioritize local, then state, then federal engagements)</li><li>- Number of monitoring site quality assurance audits completed vs. EPA committed (target: 100%)</li><li>- Communication frequency with key stakeholders (target: Quarterly communication)</li><li>- Number of council presentations delivered (target: 1 per jurisdiction annually)</li></ul>

#### GOAL 6: Organizational Excellence and Operational Efficiency

Strengthen LRAPA's internal systems, workflows, and operational capacity through technology integration, process improvement, and staff development to enhance organizational effectiveness and service delivery.

Lag Indicators	Lead Indicators
<ul style="list-style-type: none"><li>- Employee satisfaction/engagement scores (target: 85% satisfaction)</li><li>- Staff retention rate (target: &gt;85% annually)</li><li>- % completion of internal systems modernization (target: 100% of planned upgrades, e.g. LINFO)</li></ul>	<ul style="list-style-type: none"><li>- Number of staff professional development training completed (Target: 2 per staff per year)</li><li>- Number of staff utilizing advancing technologies in workflows (target: &gt; 50%)</li></ul>

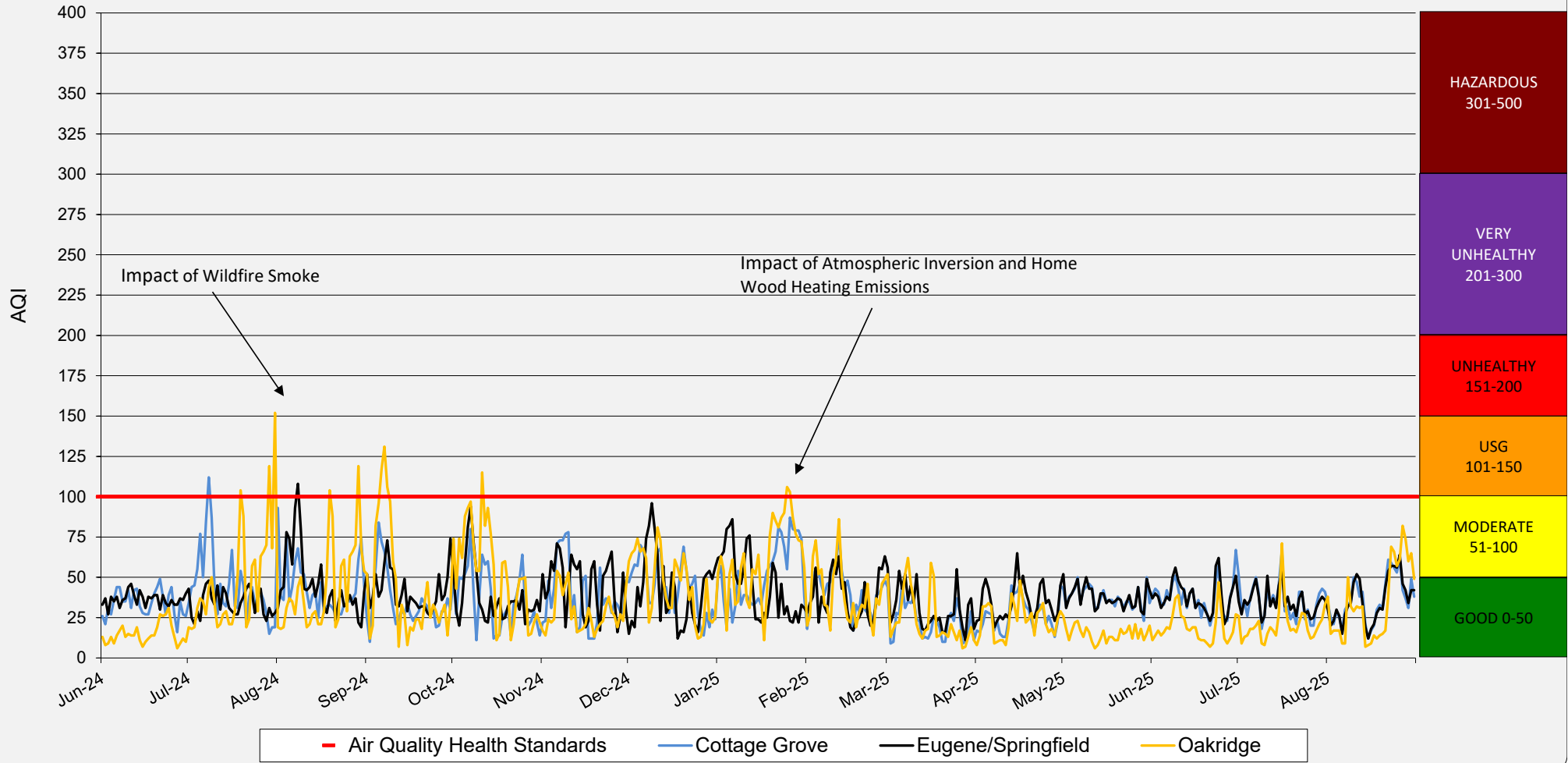
#### GOAL 7: Financial Sustainability and Transparency

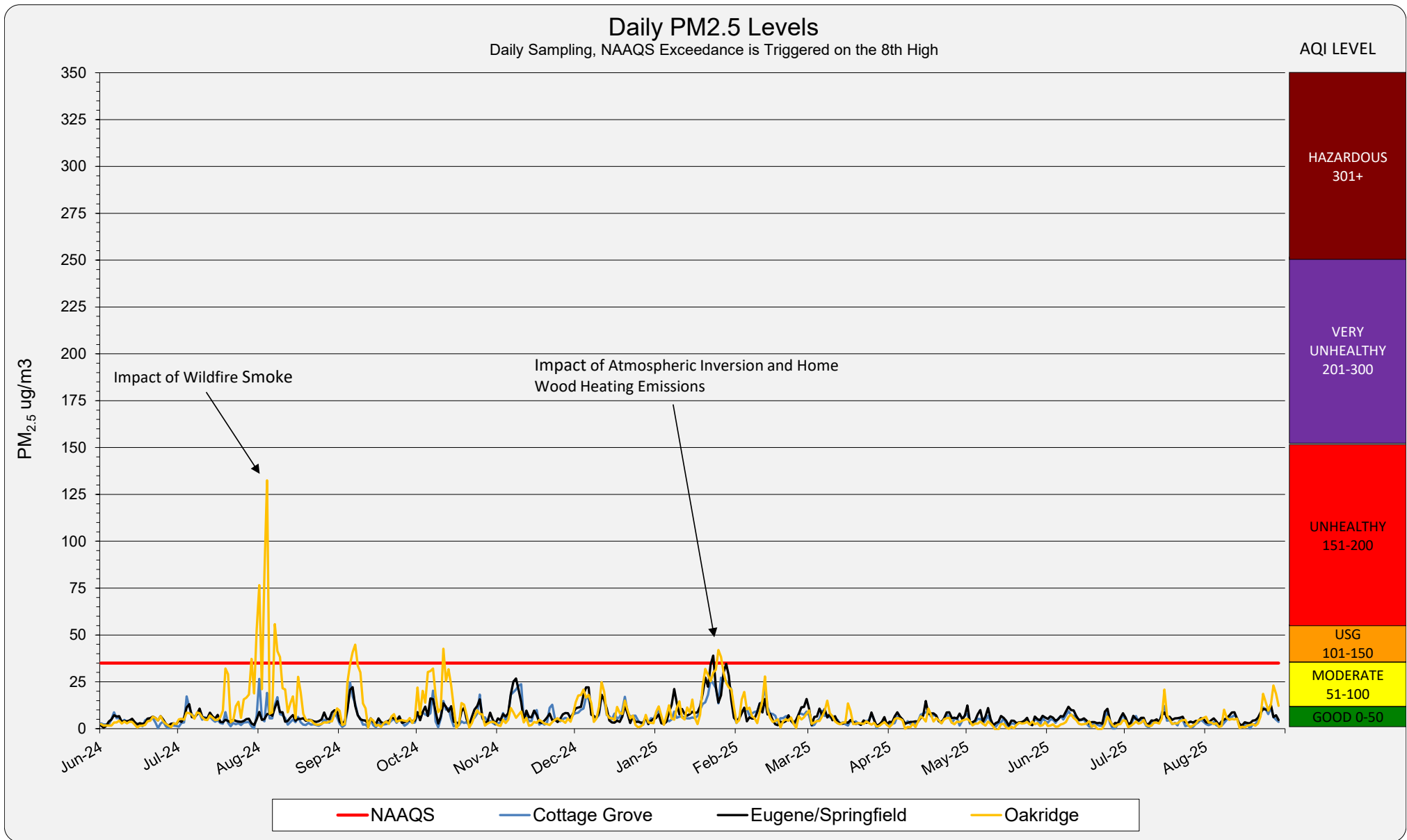
Ensure LRAPA's long-term financial stability and improve fiscal transparency through diversified funding sources, robust financial management practices, and clear communication of financial decisions to stakeholders.

Lag Indicators	Lead Indicators
<ul style="list-style-type: none"><li>- Reserve fund supporting annual operating budget (target: 4 months)</li><li>- Budget variance (target: within 10% of planned)</li></ul>	<ul style="list-style-type: none"><li>- Number of financial reports provided to Board &amp; public (target: monthly to Board)</li><li>- Audit completed before state deadline (target: Dec. 31)</li></ul>

## Daily Air Quality Index Chart

This 15-month chart demonstrates the seasonality of the pollutants.





**NEW/OPEN ENFORCEMENT ACTIONS DETAIL REPORT**  
**7/1/2025 -- 8/31/2025**  
**Report of open actions initiated since last report**

**NEW ENFORCEMENT ACTIONS:**

1. REMEDIOS ROMERO (COTTAGE GROVE)
  - A. Violation: Respondent conducted the burning of prohibited materials, including painted wood, metal, tin cans, plastic bags, food waste, plastics fiberglass roofing and general household garbage in a burn barrel.
  - B. Initial Action Taken: NON #3930 issued 08/06/2025
  - C. Subsequent Action: NCP #2025-3930 (\$1,019) issued 08/06/2025:
  - D. Resolution: PENDING
  - E. Source Type: OUTDOOR BURNING
  - F. Initiated By: COMPLAINT

**PENDING (Enforcement actions issued prior to 7/1/2025 with no reporting action in the current reporting period):**

1. DUST 2 DIAMONDS, LLC (SPRINGFIELD)
  - A. Violation: Performed an asbestos abatement project without possessing a license to perform asbestos abatement; openly accumulated friable asbestos-containing materials.
  - B. Initial Action Taken: NON #3908 issued 9/6/2024
  - C. Subsequent Action: NCP #2024-3908 (\$8,400) issued 9/6/2024; request for reduction approved and reduced to \$4,800 with a payment plan of \$100; payments are on schedule.
  - D. Resolution: PENDING
  - E. Source Type: ASBESTOS
  - F. Initiated By: INSPECTION
2. INTERNATIONAL PAPER (SPRINGFIELD)
  - A. Violation: Between January 23, 2024, and June 30, 2024, International Paper Company



failed to implement monitoring required by Title V Operating Permit #208850, issued January 23, 2024. It is alleged that the additional monitoring requirements were not implemented when the permit was issued with the required monitoring was not performed for the first (6) six months of 2024 (1/23/2024 - 6/30/2024).

- B. Initial Action Taken: NON #3920 issued 1/30/2025
- C. Subsequent Action: NCP #2024-3920 (\$9,000) issued 1/30/2025; request for reduction and Supplemental Environmental Project (SEP) under review
- D. Resolution: PENDING
- E. Source Type: PAPER & PULP MILL
- F. Initiated By: SELF REPORTING

**CLOSED ENFORCEMENT CASES Enforcement Actions issued prior to 7/1/2025 and closed in the current reporting period):**

- 1. A & K DEVELOPMENT CO, PAC METAL FAB (JUNCTION CITY)
  - A. Violation: Failed to notify LRAPA prior to the construction of a new stationary source in accordance with LRAPA Rules and Regulations Section 34-010(1)(a); operating an air contaminant source which is listed in Section 37-8010 Table 1 without first obtaining and ACDP from LRAPA in accordance with LRAPA 37-0020(3).
  - B. Initial Action Taken: NON #3903 issued 05/30/2024
  - C. Subsequent Action: NCP #2024-3903 (\$6,800) issued 05/22/2025; 6/20/2025 request for reduction approved and reduced to \$4,200 – paid 8/4/2025
  - D. Resolution: CASE CLOSED on 8/4/2025
  - E. Source Type: METAL FABRICATION AND PAINTINGG
  - F. Initiated By: INSPECTIONS
- 2. AURORA INNOVATIONS / HYDROFARM (EUGENE)
  - A. Violation: Failure to submit 2023 semi-annual report required by Condition #28 in the ACDP #200053. The 2023 semi-annual report was due February 15, 2024; failure to submit their 2023 ATEI report by July 1, 2024.
  - B. Initial Action Taken: NON #3910 issued 7/31/2024

- C. Subsequent Action: NCP #2024-3910 (\$2,500) issued 04/23/2025: request for reduction approved with a Stipulated and Final Order (SFO) agreement to submit reports by the required due dates and reduced to \$1,600 – paid 8/18/2025
  - D. Resolution: CASE CLOSED on 8/18/2025
  - E. Source Type: FERTELIZER MANUFACTURING
  - F. Initiated By: INSPECTIONS
3. KIM, STEPHEN ROMI (COTTAGE GROVE)
- A. Violation: Outdoor burning of prohibited materials (plastic and household garbage).
  - B. Initial Action Taken: NON #3933 issued 06/25/2025
  - C. Subsequent Action: None – Confirmation from the property owner that the tenants conducting the illegal outdoor burning have been evicted and moved from the property.
  - D. Resolution: CASE CLOSED on 07/02/2025
  - E. Source Type: OUTDOOR BURNING
  - F. Initiated By: COMPLAINT
4. WILDE, DARREL LANE (JUNCTION CITY)
- A. Violation: Outdoor burning of prohibited materials (truck trailer, box springs and clothing).
  - B. Initial Action Taken: NON #3934 issued 06/25/2025
  - C. Subsequent Action: PENDING
  - D. Resolution: PENDING
  - E. Source Type: OUTDOOR BURNING
  - F. Initiated By: COMPLAINT
5. ATEZ, INC. (EUGENE)
- A. Violation: Conducted and completed a friable asbestos abatement project at Cascade Manor without performing air clearance prior to leaving the site.
  - B. Initial Action Taken: NON #3923 issued 05/02/2025

- C. Subsequent Action: NCP #2025-3923 (\$4,865) issued 05/02/2025: request for hearing or reduction approved for \$2,800 – paid 7/15/2025.
  - D. Resolution: CASE CLOSED on 7/15/2025
  - E. Source Type: ASBESTOS
  - F. Initiated By: INSPECTION
6. VALLEY ENVIRONMENTAL DBA VAE LLC (LANE COUNTY)
- A. Violation: Failure to notify LRAPA of date and startup at least 14 days prior to the relocation of a stationary source in accordance with condition 12.6 of Permit No. AQGP-013 General ACDP #208670.
  - B. Initial Action Taken: NON #3927 issued 05/02/2025
  - C. Subsequent Action: NCP #2025-3927 (\$3,200) issued 05/02/2025: request for reduction approved and reduced to \$2,200 – paid 7/14/2025
  - D. Resolution: CASE CLOSED on 7/14/2025
  - E. Source Type: PORTABLE ACI
  - F. Initiated By: LRAPA REPORT REVIEW
7. HARMON, SHARON (EUGENE)
- A. Violation: Outdoor burning in a burn barrel.
  - B. Initial Action Taken: NON #3929 issued 05/22/2025
  - C. Subsequent Action: NCP #2025-3929 (\$550) issued 05/22/2025: request for reduction approved and reduced to (\$-0-) with signed SFO with agreement for the Respondent to permanently remove all burn barrels, with documents providing proof and cease violating LRAPA's outdoor burning rules and regulations; 7/14/2025 submitted proof with receipts of disposal of the burn barrel and sign SFO.
  - D. Resolution: CASE CLOSED on 7/14/2025
  - E. Source Type: OUTDOOR BURNING
  - F. Initiated By: COMPLAINT

8. EMPIRE PROPERTY MANAGEMENT (EUGENE)
  - A. Violation: Respondent allowed open accumulation of friable asbestos containing materials (ACM) in a rental property.
  - B. Initial Action Taken: NON #3932 issued 05/28/2025
  - C. Subsequent Action: Respondent hired an asbestos abatement contractor to abate the friable ACM, the work was confirmed completed on 7/17/2025.
  - D. Resolution: CASE CLOSED on 7/17/2025
  - E. Source Type: ASBESTOS
  - F. Initiated By: COMPLAINT